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Ronald L. Drumheller
NY Bar

Jeremiah G. Murray
Patent Agent

MICHAELSON & WALLACE
A Partnership of Intellectual Property and Technology Lawyers

June 19, 2001

PATENT APPLICATION

Commissioner for Patents
Washington, D.C. 20231

Sir:

In response to a "Notice to File Missing Parts of Nonprovisional Application" (Formalities Letter) we received in connection with the following US patent application:

Applicants: **Kenneth S. ARAUJO, Reginald P. BEST, Christopher P. DOUGLAS, Devin J. HEITMUELER, Siuling C. ZHANG**

Title: **APPARATUS AND ACCOMPANYING METHODS FOR PROVIDING, THROUGH A CENTRALIZED SERVER SITE, A SECURE, COST-EFFECTIVE, WEB-ENABLED, INTEGRATED VIRTUAL OFFICE ENVIRONMENT REMOTELY ACCESSIBLE THROUGH A NETWORK-CONNECTED WEB BROWSER**

Serial No.: **09/808,404** Filed: **March 14, 2001**

Attorney Docket No.: **Netilla-7/APP**

We enclose the following material herewith:

- XX** Postcard receipt;
- XX** Our check in the amount of \$ 460.00 to cover the basic filing fee of \$ 355.00, the surcharge under 37 CFR 1.16(e) in the amount of \$ 65.00, and assignment recordation fee of \$ 40.00;
- XX** Application Data Sheet;
- XX** Executed Declaration (2 pp);
- XX** Power of Attorney (5 pp);
- XX** Assignment with Recordation Form Cover Sheet to Netilla Networks, Inc. (8 pp); and
- XX** Copy of Formalities Letter (Notice to File Missing Parts of Nonprovisional Application) issued in connection with this application.

NJ Office (Reply to):

Parkway 109 Office Ctr.
328 Newman Springs Rd.
P.O. Box 8489
Red Bank, NJ 07701
Tel: 732-530-6671
Fax: 732-530-6584/5
Videoconference:
732-224-0132 (ISDN)

Offices also in:

Ventura, California
Silicon Valley, California

We have also enclosed the following items in connection with this application:

XX "No Additional Claim Fee" Transmittal Letter;
XX Preliminary Amendment with substitute abstract;
XX Marked-up Specification (pages 1-85);
XX Substitute Specification (pages 1-84);
XX Substitute Claims (pages 1-11);
XX Submission of Corrected Formal Drawings (2 pp); and
XX Formal drawings (Twenty (20) sheets of corrected drawings - FIGs. 1-18).

In the event, we have indicated that a check is enclosed and this check is missing, is for an insufficient amount or is unacceptable in any way, please charge the applicable fees to our Deposit Account Number **13-3083**. A copy of this letter is also enclosed herewith.

Respectfully submitted,

MICHAELSON & WALLACE



Peter L. Michaelson, Attorney
Reg. No. 30,090
(732) 530-6671

CERTIFICATE OF MAILING under 37 C.F.R. 1.8(a)

I hereby certify that this correspondence is being deposited on **June 19, 2001**, with the United States Postal Service as first class mail, with sufficient postage, in an envelope addressed to the Commissioner for Patents, Washington, D.C. 20231.

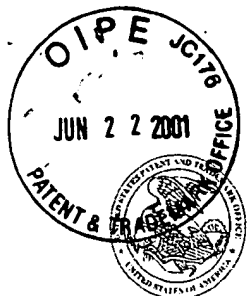


Signature

30,090

Reg. No.

(n7msg/11/ks)



UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS
UNITED STATES PATENT AND TRADEMARK OFFICE
WASHINGTON, D. C. 20231
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/808,404	03/14/2001	Kenneth S. Araujo	Netilla-7/APP

CONFIRMATION NO. 3677

FORMALITIES LETTER



OC000000005999183

007265
MICHAELSON AND WALLACE
PARKWAY 109 OFFICE CENTER
328 NEWMAN SPRINGS RD
P O BOX 8489
RED BANK, NJ 07701

Date Mailed: 04/24/2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.
Applicant must submit \$ 355 to complete the basic filing fee and/or file a small entity statement claiming such status (37 CFR 1.27).
- The oath or declaration is missing.
A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 420.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

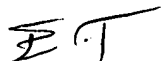
The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);
- An Abstract not to exceed 150 words in length, commencing on a separate sheet (37 CFR 1.72(b)).

06/26/2001 02:01:20 09808404

355.00 OP
65.00 OP
01 FC:201
02 FC:205

A copy of this notice MUST be returned with the reply.



Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE



IN THE UNITED STATES
PATENT AND TRADEMARK OFFICE

PATENT APPLICATION

Applicants: **Kenneth S. ARAUJO, Reginald P. BEST,
Christopher P. DOUGLAS, Devin J. HEITMUELER,
Siuling C. ZHANG**

Case: **Netilla-7/APP**

Serial No.: **09/808,404**

Filed: **March 14, 2001**

Group Art Unit: **2661**

Confirmation No.: **3677**

Examiner:

Title: **APPARATUS AND ACCOMPANYING METHODS FOR PROVIDING,
THROUGH A CENTRALIZED SERVER SITE, A SECURE,
COST-EFFECTIVE, WEB-ENABLED, INTEGRATED VIRTUAL
OFFICE ENVIRONMENT REMOTELY ACCESSIBLE THROUGH A
NETWORK-CONNECTED WEB BROWSER**

COMMISSIONER FOR PATENTS
Washington, D.C. 20231

Attn.: Official Draftsperson

S I R:

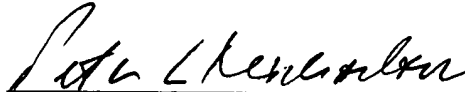
SUBMISSION OF CORRECTED FORMAL DRAWINGS

In response to the "Notice to File Missing Parts
of Nonprovisional Application" (Formalities Letter) dated
April 24, 2001, the applicants have submitted herewith

Twenty (20) sheets of corrected formal drawings (Figs. 1-18)
in connection with the above-captioned application.

Respectfully submitted,

June 18, 2001


Peter L. Michaelson, Attorney
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Customer No. 007265
(732) 530-6671

MICHAELSON & WALLACE
Counselors at Law
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CERTIFICATE OF MAILING under 37 C.F.R. 1.8(a)

I hereby certify that this correspondence is being
deposited on **June 19, 2001**, with the United States Postal
Service as first class mail, with sufficient postage, in an
envelope addressed to the Commissioner for Patents,
Washington, D.C. 20231.


Signature

30,090
Reg. No.



IN THE UNITED STATES
PATENT AND TRADEMARK OFFICE

PATENT APPLICATION

Applicants: **Kenneth S. ARAUJO, Reginald P. BEST,
Christopher P. DOUGLAS, Devin J. HEITMUELER,
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COMMISSIONER FOR PATENTS
Washington, D.C. 20231

S I R:

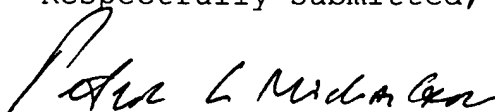
I believe that no additional claim fee is required
for the accompanying Preliminary Amendment submitted in
connection with the above-captioned application.

In the event a fee is due, kindly charge that fee
to my deposit account number 13-3083. To facilitate that

charge, a duplicate copy of this letter is enclosed herewith.

Respectfully submitted,

June 18, 2001

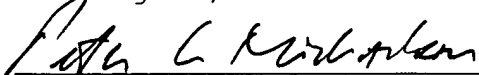


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